

A. Introduction

This document contains the detailed automated data processing (ADP) specifications for the automated report to be filed as FCC Report 43-08, the ARMIS Operating Data Report.

B. General Format and Media

1. All data must be submitted on 3.5 inch double-sided high density IBM-PC compatible diskettes.
2. All files must be coded in ASCII.
3. See sections B and C on pages 1 and 2 of the Reporting Procedures for a discussion of the Confidential Version, the Public Version, and the Unrestricted Version of this report and for a definition and discussion of data items that are "Not Available," "Withheld" or "Irretrievable."
4. The file name for each file has six components:
 - a. the four letter COSA code (CO = Company, SA = Study Area, see the COSA Code Table for a list of companies and their respective COSAs).
 - b. the last two digits of the year which is covered by the data.
 - c. the letters "OD".
 - d. a decimal point.
 - e. the letter "P", "C", or "U" to indicate whether this is the Public version, the Confidential version, or the Unrestricted version.
 - f. two digits (zero filled) for the submission number: Submission 00 is for test data purposes only; Submission 01 is for the first submission of a year's data. If there is a change in the data in either the automated or paper report, the carrier must resubmit both. A higher number (2, 3, etc.) and a new data entry date must be used each time a change occurs to denote a new submission. The automated and paper report submission numbers must be the same. When correcting format errors, a new submission number is not required, however, the data entry date must be changed to reflect the date of the format change.

For example, the file name for the Unrestricted Version of the initial Operating Data Report data file to be submitted by Illinois Bell to cover the calendar year 1999, would be LBIL99OD.U01:

LBIL COSA for Illinois Bell
99 Data for calendar year 1999
OD Operating Data Report data file
. Decimal point
U Unrestricted version
01 First submission of this year's data

5. A separate file must be prepared for each report. More than one file can be placed on the same diskette, as long as they cover the same period, version, and submission number.

C. Data Entry Conventions

1. Give each record a unique record number, beginning with 1001 and incrementing by one, with no numbers skipped.
2. Begin each data record in column 1 and make each record the proper length as specified in the record layouts. Commas are used as delimiters between fields. All numeric fields are right justified and space filled, e.g. use 123, NOT 123. All non-numeric fields are enclosed in double quotation marks and are left justified and space filled within these quotation marks, e.g. use "John Doe ".
3. If an entry is to be a subtraction, indicate so by placing a minus sign in the column, immediately preceding the numeric data, e.g., use -4, NOT - 4 or (4).
4. Do NOT include "\$", "%", embedded commas, decimal points, quotes or other formatting characters in any numeric data fields, except for row numbers and percentage fields, which will include a decimal point but not a percent sign.
5. In any numeric data field designated by N/A, enter -99999. If a "public Version" diskette is filed, enter -88888 in any numeric data field for which data are "Withheld" to indicate that confidential treatment as been requested. **DO NOT** override N/As. If a filing carrier has a waiver applicable to a certain field, treat the data in that field as "Irretrievable" and enter -77777. Carriers must footnote the reason for that entry (including a cite to the waiver and a note as to its duration). Filing carriers are NOT permitted to enter additional designators. These entries must be formatted according to the format rules for the particular data field; e.g., -99999 is entered as -99999.00 in the percentage fields.
6. If a reporting carrier wishes to apply data to a field containing an N/A, the carrier should enter as a footnote to the field, the amount(s) and an explanation. The amount(s) must not be entered in the N/A'd field. If there are no data applicable to an open field, enter zero.

D. Rounding Conventions

1. To convert miles to kilometers, compute total miles, multiply by 1.6093, and then round to the nearest whole number.
2. Internal calculations should retain, where applicable, at least 4 decimal places of accuracy; compute totals and then round to the nearest whole number before applying weighting factors.
3. Round final results (in kilometers) to the nearest whole number, but report any non-zero entry that is less than 1 kilometer as 1 kilometer.
4. Round the number of equivalent telephone poles to the nearest whole number.
5. Round telephone calls and minutes to the nearest thousand, but report any non-zero entry that is less than 1 (thousand) as 1 (thousand).
6. Report all other amounts in actual units.

E. Footnotes

1. If any data for the current period differs materially from those for the previous period and the difference is not self-explanatory but was caused by unusual circumstances, the carrier must include footnote text to explain the specific circumstances. Certain items require accompanying footnotes and those items are specified in the appropriate section of the instructions for filing the 43-08. Such footnotes are mandatory and must be entered in the Footnote Records of the automated report.
2. If the reporting carrier does not follow the procedures described in the row and column instructions of the Report Definition, it must explain any deviations from those procedures in an explanatory footnote. Such footnotes must provide detailed explanations of the procedures actually used by the carrier and its specific reasons for deviating from the procedures prescribed. This provision should not be interpreted to mean that deviations from the prescribed procedures will automatically be approved by the Commission. See Section E of the Reporting Procedures for examples of valid footnotes.
3. Footnotes must be included in the footnote text record(s) of the automated report.

F. Errata

1. Carriers are under a legal obligation to correct any erroneous data discovered in FCC Report 43-08. Submissions containing corrected data must include references to indicate which data items were corrected since the previous submission. These references must be included in the Erratum Records of the automated report. In

addition, the carrier must include in the transmittal letter a brief statement indicating the reason for the errata. See Section B of the Reporting Procedures for use of submission numbers when an erratum occurs.

G. Data Validation Programs

1. Each reporting carrier must validate its data by using the most recent edit check program(s), provided by the Commission, for the reporting year. When an error is detected, the carrier must correct the error prior to submitting the report to the Commission. Once the carrier corrects its data so that the edit check program identifies no errors, the carrier should submit the ARMIS report along with a copy of the edit check printout to the Commission verifying that the program did not identify any errors.

H. Data Record Descriptions

The eleven record types are described below. See pages 6 through 29 for record layouts. The automated file will consist of the following record types:

1. Record Type H1 - Header Record
One Type H1 record per file. The first record of each file. Contains identifying data. See page 6 for record layout.
2. Record Type L2 - Label Record
One Type L2 record per file. The second record of each file. Contains report number, carrier classification, carrier name, study area name, etc. See page 7 for record layout.
3. Record Type K1 - (Table I.A) Outside Plant Statistics-Cable and Wire Facilities Data Record
One Type K1 record for each row with data to be reported. Include one K1 record for total company data, even if there is only one state row, as shown on pages 5 - 7 of the Report Definition. Each record represents a state, district, or territory in which the reporting company has cable and wire facilities. See pages 8 - 11 for record layout.
4. Record Type S1 - (Table I.B) Outside Plant Statistics-Other Data Record
One Type S1 record for each row with data to be reported. Include one S1 record for total company data, even if there is only one state row, as shown on pages 8 & 9 of the Report Definition. Each record represents a state, district, or territory in which the reporting company has outside plant facilities. See pages 12 - 14 for record layout.

5. Record Type N1 - (Table II) Switched Access Lines In Service By Technology Data Record
One Type N1 record for each row with data to be reported. Include one N1 record for total company data, even if there is only one state row, as shown on pages 10 & 11 of the Report Definition. Each record represents a state, district, or territory in which the reporting company has switched access lines. See pages 15 - 17 for record layout.
6. Record Type A1 - (Table III) Access Lines In Service By Customer Data Record
One Type A1 record for each row with data to be reported. Include one A1 record for total company data, even if there is only one state row, as shown on pages 12 & 13 of the Report Definition. Each record represents a state, district, or territory in which the reporting company has access lines. See pages 18 - 20 for record layout.
7. Record Type P1 - (Table IV) Telephone Calls Data Record
One Type P1 record for each row with data to be reported. Include one P1 record for total company data, even if there is only one state row, as shown on page 14 of the Report Definition. Each record represents a state, district, or territory in which the reporting company provides service. See pages 21 & 22 for record layout.
8. Record Type C3 - Confidential Treatment Record
Optional. Zero or more Type C3 records per file. Contains information to identify the data for which the carrier is seeking confidential treatment. See pages 23 & 24 for record layout.
9. Record Type F3 - Footnote Record
Optional. Zero or more Type F3 records per file. Contains explanatory footnote text. See pages 25 & 26 for record layout.
10. Record Type E4 - Erratum Record
Zero Type E4 records in the first submission of a year's data. One or more Type E4 records per file in revisions filed to correct that year's submission. Each time an erratum occurs, a carrier must use a new submission number. The same submission number must be used for the automated report and the paper report. Contains information to identify the data which was corrected in the submission. See pages 27 & 28 for record layout.
11. Record Type T1 - Trailer Record
One Type T1 record per file. The last record of each file. Contains contact person, etc. See page 29 for record layout.

RECORD TYPE H1 - HEADER RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number	1001	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"H1"	13 – 16	Always contains the letter H capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	File Name	"LBIL99OD.U01"	18 – 31	The name of the ASCII file. Format: See page 1, paragraph B.4. Include quotation marks.
5	Year	1999	33 – 36	The year covered by the data.
6	Quarter #	0	38	Always contains the number 0 since this is an annual data file.
7	Data Entry Date	20000315	40 – 47	The date on which the data were last entered or revised. Format: YYYYMMDD.
8	Version	"U"	49 – 51	The version letter U capitalized for Unrestricted. Format: Include quotation marks.
9	Submission #	01	53 – 54	00 for test data purposes only; 01 for first submission of a year's data. Higher numbers (02, 03, etc.) are used each time a change occurs to denote a new submission. The same submission number must be used for the automated and paper reports. Format: Right justified.
10	End of Record Code	"XQ"	56 – 59	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

1 2 3 4 5
1234567890123456789012345678901234567890123456789
Sample record:
1001, "LBIL", "H1", "LBIL99OD.U01", 1999, 0, 20000315, "U", 01, "XQ"

RECORD TYPE K1 - OUTSIDE PLANT STATISTICS-CABLE AND WIRE FACILITIES DATA RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number	1003	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"K1"	13 – 16	Always contains the letter K capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	Row Number	0240.0	18 – 23	Row numbers as identified on the Report Definition. Valid range: 0110.0 to 0910.0 Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
5	Column (b) data	"IL"	25 – 28	This field contains the data corresponding to column (b) as shown on the Form Section of the Report Definition. See the State Row Numbers and Codes Reference Table for a list of state codes. Format: Left justified and space filled. Include quotation marks.
6	Column (c) data	5432	30 – 36	This field contains the data corresponding to column (c) as shown on the Form Section of the Report Definition. DO NOT override designated N/As. Format: Right justified and space filled. Enter -99999 in all integer fields designated by N/A. Enter -88888 in integer fields on the "public version" diskette to indicate that confidential treatment has been requested. Enter -77777 in integer fields where data are "Irretrievable." All other fields must be populated. If there are no data applicable to an open field, enter zero.

RECORD TYPE K1 - OUTSIDE PLANT STATISTICS-CABLE AND WIRE FACILITIES DATA RECORD
(continued)

7	Column (d) data	5432	38 – 44	Column (d) data Format: See Field 6 above.
8	Column (e) data	1358	46 – 52	Column (e) data Format: See Field 6 above.
9	Column (f) data	1358	54 – 60	Column (f) data Format: See Field 6 above.
10	Column (g) data	2716	62 – 68	Column (g) data Format: See Field 6 above.
11	Column (h) data	1358	70 – 76	Column (h) data Format: See Field 6 above.
12	Column (i) data	5432	78 – 84	Column (i) data Format: See Field 6 above.
13	Column (j) data	5432	86 – 92	Column (j) data Format: See Field 6 above.
14	Column (k) data	2716	94 – 100	Column (k) data Format: See Field 6 above.
15	Column (l) data	5432	102 – 108	Column (l) data Format: See Field 6 above.
16	Column (m) data	1358	110 – 116	Column (m) data Format: See Field 6 above.
17	Column (n) data	1358	118 – 124	Column (n) data Format: See Field 6 above.
18	Column (o) data	2716	126 – 132	Column (o) data Format: See Field 6 above.
19	Column (p) data	20370	134 – 140	Column (p) data Format: See Field 6 above.
20	Column (q) data	16296	142 – 148	Column (q) data Format: See Field 6 above.
21	Column (r) data	25432	150 – 156	Column (r) data Format: See Field 6 above.
22	Column (s) data	32716	158 – 164	Column (s) data Format: See Field 6 above.

RECORD TYPE K1 - OUTSIDE PLANT STATISTICS-CABLE AND WIRE FACILITIES DATA RECORD

(continued)

23	Column (t) data	765432	166 – 175	This field contains the data corresponding to column (t) as shown on the Form Section of the Report Definition. DO NOT override designated N/As. Format: Right justified and space filled. Enter -99999 in all integer fields designated by N/A. Enter -88888 in integer fields on the “public version” diskette to indicate that confidential treatment has been requested. Enter -77777 in integer fields where data are “Irretrievable.” All other fields must be populated. If there are no data applicable to an open field, enter zero.
24	Column (u) data	1358	177 – 186	Column (u) data Format: See Field 23 above.
25	Column (v) data	1358	188 – 197	Column (v) data Format: See Field 23 above.
26	Column (w) data	2716	199 – 208	Column (w) data Format: See Field 23 above.
27	Column (x) data	91358	210 – 219	Column (x) data Format: See Field 23 above.

RECORD TYPE K1 - OUTSIDE PLANT STATISTICS-CABLE AND WIRE FACILITIES DATA RECORD
(continued)

28 End of Record Code "XQ" 221 – 224 Always contains the letters XQ capitalized with no space between them to indicate the end of the record.
Format: Include quotation marks.

Note: All fields are separated by commas.

Footnote records are needed if any data for the current period differ materially from those for the previous period and the difference is not self-explanatory but was caused by unusual circumstances. Also, if the carrier does not follow the procedures described in the row/column instructions in the Report Definition.

Certain items require accompanying mandatory footnotes and must be entered in the Footnote Text record(s). Such items as those data fields designated as "Irretrievable".

	1	2	3	4	5	6	7	8	9	0
01234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890										

Sample records:

1003,"LBIL","K1",0240.0,"IL", 5432, 5432, 1358, 1358, 2716, 1358, 5432, 5432, 2716,
1004,"LBIL","K1",0910.0,"TO", 5432, 5432, 1358, 1358, 2716, 1358, 5432, 5432, 2716,

	1	1	1	1	1	1	1	1	1	1
0	1	2	3	4	5	6	7	8	9	

1234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234567

Continuation of sample records:

5432, 1358, 1358, 2716, 20370, 16296, 25432, 32716, 765432, 1358, 1358,
5432, 1358, 1358, 2716, 20370, 16296, 25432, 32716, 765432, 1358, 1358,

	1	2	2
9 0	1	2	

890123456789012345678901234

Continuation of sample records:

2716, 91348,"XQ"
2716, 91348,"XQ"

RECORD TYPE S1 - OUTSIDE PLANT STATISTICS-OTHER DATA RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number	1005	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"S1"	13 – 16	Always contains the letter S capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	Row Number	0240.0	18 – 23	Row numbers as identified on the Report Definition. Valid range: 0110.0 to 0910.0 Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
5	Column (bb) data	"IL"	25 – 28	This field contains the data corresponding to column (bb) as shown on the Form Section of the Report Definition. See the State Row Numbers and Codes Reference Table for a list of state codes. Format: Left justified and space filled. Include quotation marks.
6	Column (bc) data	5432	30 – 39	This field contains the data corresponding to column (bc) as shown on the Form Section of the Report Definition. DO NOT override designated N/As. Format: Right justified and space filled. Enter -99999 in all integer fields designated by N/A. Enter -88888 in integer fields on the "public version" diskette to indicate that confidential treatment has been requested. Enter -77777 in integer fields where data are "Irretrievable." All other fields must be populated. If there are no data applicable to an open field, enter zero.

RECORD TYPE S1 - OUTSIDE PLANT STATISTICS-OTHER DATA RECORD (continued)

7	Column (bd) data	35432	41 – 50	Column (bd) data Format: See Field 6 above.
8	Column (be) data	1358	52 – 61	Column (be) data Format: See Field 6 above.
9	Column (bf) data	101358	63 – 72	Column (bf) data Format: See Field 6 above.
10	Column (bg) data	72816	74 – 83	Column (bg) data Format: See Field 6 above.
11	Column (bh) data	601358	85 – 94	Column (bh) data Format: See Field 6 above.
12	Column (bi) data	405432	96 – 105	Column (bi) data Format: See Field 6 above.
13	Column (bj) data	5432	107 – 116	Column (bj) data Format: See Field 6 above.
14	Column (bk) data	602716	118 – 127	Column (bk) data Format: See Field 6 above.
15	Column (bl) data	405432	129 – 138	Column (bl) data Format: See Field 6 above.
16	Column (bm) data	1358	140 – 149	Column (bm) data Format: See Field 6 above.

RECORD TYPE S1 - OUTSIDE PLANT STATISTICS-OTHER DATA RECORD (continued)

17 End of Record Code "XQ" 151 – 154 Always contains the letters XQ capitalized with no space between them to indicate the end of the record.
 Format: Include quotation marks.

Note: All fields are separated by commas.

Footnote records are needed if any data for the current period differ materially from those for the previous period and the difference is not self-explanatory but was caused by unusual circumstances. Also, if the carrier does not follow the procedures described in the row/column instructions in the Report Definition.

Certain items require accompanying mandatory footnotes and must be entered in the Footnote Text record(s). Such items as those data fields designated as "Irretrievable".

1	2	3	4	5	6	7	8	9
1234567890123456789012345678901234567890123456789012345678901234567890123456789012345								

Sample records:

1005,"LBIL","S1",0240.0,"IL",	5432,	35432,	1358,	101358,	72816,	601358,
1006,"LBIL","S1",0910.0,"TO",	5432,	35432,	1358,	101358,	72816,	601358,

1	1	1	1	1	1
9 0	1	2	3	4	5
67890123456789012345678901234567890123456789012345678901234					

Continuation of sample records:

405432,	5432,	602716,	405432,	1358,"XQ"
405432,	5432,	602716,	405432,	1358,"XQ"

RECORD TYPE N1 - SWITCHED ACCESS LINES IN SERVICE BY TECHNOLOGY DATA RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number	1007	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"N1"	13 – 16	Always contains the letter N capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	Row Number	0240.0	18 – 23	Row numbers as identified on the Report Definition. Valid range: 0110.0 to 0910.0 Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
5	Column (cb) data	"IL"	25 – 28	This field contains the data corresponding to column (cb) as shown on the Form Section of the Report Definition. See the State Row Numbers and Codes Reference Table for a list of state codes. Format: Left justified and space filled. Include quotation marks.
6	Column (cc) data	5432	30 – 38	This field contains the data corresponding to column (cc) as shown on the Form Section of the Report Definition. DO NOT override designated N/As. Format: Right justified and space filled. Enter -99999 in all integer fields designated by N/A. Enter -88888 in integer fields on the "public version" diskette to indicate that confidential treatment has been requested. Enter -77777 in integer fields where data are "Irretrievable." All other fields must be populated. If there are no data applicable to an open field, enter zero.

RECORD TYPE N1 - SWITCHED ACCESS LINES IN SERVICE BY TECHNOLOGY DATA RECORD

(continued)

7	Column (cd) data	5432	40 – 48	Column (cd) data Format: See Field 6 above.
8	Column (ce) data	1358	50 – 58	Column (ce) data Format: See Field 6 above.
9	Column (cf) data	1358	60 – 68	Column (cf) data Format: See Field 6 above.
10	Column (cg) data	2716	70 – 78	Column (cg) data Format: See Field 6 above.
11	Column (ch) data	1358	80 – 88	Column (ch) data Format: See Field 6 above.
12	Column (ci) data	5432	90 – 98	Column (ci) data Format: See Field 6 above.
13	Column (cj) data	23086	100 – 108	Column (cj) data Format: See Field 6 above.
14	Column (ck) data	2716	110 – 118	Column (ck) data Format: See Field 6 above.
15	Column (cl) data	5432	120 – 128	Column (cl) data Format: See Field 6 above.
16	Column (cm) data	8148	130 – 138	Column (cm) data Format: See Field 6 above.
17	Column (cn) data	1358	140 – 148	Column (cn) data Format: See Field 6 above.
18	Column (co) data	1358	150 – 158	Column (co) data Format: See Field 6 above.

RECORD TYPE A1 - ACCESS LINES IN SERVICE BY CUSTOMER DATA RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number	1009	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"A1"	13 – 16	Always contains the letter A capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	Row Number	0240.0	18 – 23	Row numbers as identified on the Report Definition. Valid range: 0110.0 to 0910.0 Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
5	Column (db) data	"IL"	25 – 28	This field contains the data corresponding to column (db) as shown on the Form Section of the Report Definition. See the State Row Numbers and Codes Reference Table for a list of state codes. Format: Left justified and space filled. Include quotation marks.
6	Column (dc) data	1358	30 – 38	This field contains the data corresponding to column (dc) as shown on the Form Section of the Report Definition. DO NOT override designated N/As. Format: Right justified and space filled. Enter -99999 in all integer fields designated by N/A. Enter -88888 in integer fields on the "public version" diskette to indicate that confidential treatment has been requested. Enter -77777 in integer fields where data are "Irretrievable." All other fields must be populated. If there are no data applicable to an open field, enter zero.

RECORD TYPE A1 - ACCESS LINES IN SERVICE BY CUSTOMER DATA RECORD (continued)

7	Column (dd) data	5432	40 – 48	Column (dd) data Format: See Field 6 above.
8	Column (de) data	4074	50 – 58	Column (de) data Format: See Field 6 above.
9	Column (df) data	1358	60 – 68	Column (df) data Format: See Field 6 above.
10	Column (dg) data	8148	70 – 78	Column (dg) data Format: See Field 6 above.
11	Column (dh) data	1358	80 – 88	Column (dh) data Format: See Field 6 above.
12	Column (di) data	1358	90 – 98	Column (di) data Format: See Field 6 above.
13	Column (dj) data	23086	100 – 108	Column (dj) data Format: See Field 6 above.
14	Column (dk) data	2716	110 – 118	Column (dk) data Format: See Field 6 above.
15	Column (dl) data	5472	120 – 128	Column (dl) data Format: See Field 6 above.
16	Column (dm) data	31274	130 – 138	Column (dm) data Format: See Field 6 above.

RECORD TYPE P1 - TELEPHONE CALLS DATA RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number	1011	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"P1"	13 – 16	Always contains the letter P capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	Row Number	0240.0	18 – 23	Row numbers as identified on the Report Definition. Valid range: 0110.0 to 0910.0 Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
5	Column (eb) data	"IL"	25 – 28	This field contains the data corresponding to column (eb) as shown on the Form Section of the Report Definition. See the State Row Numbers and Codes Reference Table for a list of state codes. Format: Left justified and space filled. Include quotation marks.
6	Column (ec) data	5432	30 – 38	This field contains the data corresponding to column (ec) as shown on the Form Section of the Report Definition. DO NOT override designated N/As. Format: Right justified and space filled. Enter -99999 in all integer fields designated by N/A. Enter -88888 in integer fields on the "public version" diskette to indicate that confidential treatment has been requested. Enter -77777 in integer fields where data are "Irretrievable." All other fields must be populated. If there are no data applicable to an open field, enter zero.

RECORD TYPE C3 - CONFIDENTIAL TREATMENT RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number (for <u>this</u> record)	1013	1 – 4	The sequential number of <u>this</u> record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"C3"	13 – 16	Always contains the letter C capitalized and the number 3 with no space between them. Format: Include quotation marks.
4	Record Number (for the confidential data)	1003	18 – 21	This field contains the record number of the record which contains the data for which the carrier is seeking confidential treatment. If the request is for the entire column(s) or the entire submission, use 9999. Format: Right justified and space filled.
5	Table Number	"IA "	23 – 28	This field contains the table number (Roman numerals) of the table in which the confidential data appear. If the request is for the entire submission, enter "ZZZZ." Format: Include quotation marks. Left justified and space filled.
6	Row Number	0240.0	30 – 35	This field contains the row number of the row which contains the confidential data as identified in the Report Definition. If the request is for the entire column(s), an entire table or the entire submission, enter 9999.0. Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
7	Column Label	"C "	37 – 40	This field contains the column letter of the confidential data as identified in the Report Definition. If the request is for an entire row, an entire table, or the entire submission, enter "ZZ." If the request is for more than one column but less than the entire row, then populate this field and as many as needed of fields 8 through 26. Format: Include quotation marks. Left justified and space filled.

RECORD TYPE F3 - FOOTNOTE TEXT RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number (for <u>this</u> record)	1017	1 – 4	The sequential number of <u>this</u> record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"F3"	13 – 16	Always contains the letter F capitalized and the number 3 with no space between them. Format: Include quotation marks.
4	Record Number (for the footnoted data)	1003	18 – 21	This field contains the record number of the record which contains the footnoted data. If the footnote pertains to the entire column(s), an entire table, or the entire submission, use 9999. Format: Right justified and space filled.
5	Table Number	"IA "	23 – 28	This field contains the table number (Roman numerals) of the table in which the footnoted data appear. If the footnote pertains to an entire table, use "ZZZZ". Format: Include quotation marks. Left justified and space filled.
6	Row Number	0240.0	30 – 35	This field contains the row number of the row which contains the footnoted data as identified in the Report Definition. If the footnote pertains to the entire column(s), an entire table, or the entire submission, enter 9999.0. Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
7	Column Label	"C "	37 – 40	This field contains the column letter(s) of the footnoted data as identified in the Report Definition. If the footnote pertains to an entire row, an entire table, or the entire submission, enter "ZZ". Format: Include quotation marks. Left justified and space filled.
8	Footnote Number	1	42 – 44	The number of this particular footnote. Valid range: 1 to 999. Format: Right justified and space filled.

RECORD TYPE E4 - ERRATUM RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number (for <u>this</u> record)	1022	1 – 4	The sequential number of <u>this</u> record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"E4"	13 – 16	Always contains the letter E capitalized and the number 4 with no space between them. Format: Include quotation marks.
4	Record Number (for the corrected data)	1003	18 – 21	This field contains the record number of the record which contains the data which were corrected in this submission. If the entire column(s), an entire table, or the entire submission was corrected, use 9999. Format: Right justified and space filled.
5	Table Number	"IA "	23 – 28	This field contains the table number (Roman numerals) of the table in which the corrected data appear. If an entire table or submission was corrected, use "ZZZZ". Format: Include quotation marks. Left justified and space filled.
6	Row Number	0240.0	30 – 35	This field contains the row number of the row which contains the corrected data as identified in the Report Definition. If the entire column(s), an entire table, or the entire submission was corrected, enter 9999.0. Format: Right justified and space filled, with one decimal place. Since all applicable row numbers are integers, append .0 to each row number.
7	Column Label	"C "	37 – 40	This field contains the column letter of the corrected data as identified in the Report Definition. If an entire row, an entire table, or the entire submission was corrected, enter "ZZ". If more than one column but less than the entire row was corrected, then populate this field and as many as needed of fields 8 through 26. Format: Include quotation marks. Left justified and space filled.

RECORD TYPE E4 - ERRATUM RECORD (continued)

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
8	Second Column Label	"D "	42 – 45	
9	Third Column Label	"E "	47 – 50	Fields 8 thru 26 are similar to Field 7 and are used when the correction is in the same row and more than one column.
.				
.				
.				Otherwise, enter " ".
26	Twentieth Col. Label	" "	132 – 135	
27	Footnote Number	1	137 – 139	This field contains the footnote number that explains the correction. If there is no footnote, use a zero. Format: Right justified and space filled.
28	End of Record Code	"XQ"	141 – 144	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

When an errata occurs, carriers must use higher submission numbers and a new data entry date to denote a new submission. If there is a change in either the automated or paper report, the carrier must re-submit both. The automated report and the paper report submission numbers must be the same.

In addition to including these references in the erratum record(s) of the automated report, carriers must include a brief statement indicating the reason for the errata in the transmittal letter.

1 2 3 4 5 6 7 8 9
1234567890123456789012345678901234567890123456789012345678901234567890123456

Sample records:

1022,"LBIL","E4",1003,"I.A ",0240.0,"C ","D "," "," "," "," "," "," "," "," "," "," "," ","
 1023,"LBIL","E4",1005,"I.B ",0240.0,"ZZ"," "," "," "," "," "," "," "," "," "," "," ","
 1024,"LBIL","E4",9999,"II ",9999.0,"CN"," "," "," "," "," "," "," "," "," "," "

1 1 1 1 1
 0 1 2 3 4
7890123456789012345678901234567890123456789012345678901234

Continuation of sample records:
 " "," "," "," "," "," "," "," "," "," , 1,"XQ"
 " "," "," "," "," "," "," "," "," "," , 2,"XQ"
 " "," "," "," "," "," "," "," "," "," , 3,"XQ"

RECORD TYPE T1 - TRAILER RECORD

<u>Field</u>	<u>Item</u>	<u>Example</u>	<u>Position</u>	<u>Description</u>
1	Record Number	1025	1 – 4	The sequential number of this record within this data file plus 1000. Format: Right justified and space filled.
2	COSA	"LBIL"	6 – 11	The COSA code for the filing entity. Format: Include quotation marks.
3	Record Type	"T1"	13 – 16	Always contains the letter T capitalized and the number 1 with no space between them. Format: Include quotation marks.
4	Contact Person	"John Doe " (spaces until pos. 58)	18 – 59	The name of the person to contact if there are questions about the report. Format: Include quotation marks.
5	Telephone #	"(202) 555-1212 x123 "	61 – 82	The Contact Person's telephone number. Format: Include quotation marks.
6	End of Record Code	"XQ"	84 – 87	Always contains the letters XQ capitalized with no space between them to indicate the end of the record. Format: Include quotation marks.

Note: All fields are separated by commas.

1	2	3	4	5	6	7	8
<u>123456789012345678901234567890123456789012345678901234567890123456789012345678901234567</u>							
Sample record:							
1023,"LBIL", "T1", "John Doe				", "(202) 555-1212 x123 ", "XQ"			

A. Introduction:

This document contains the page layout and detailed specifications for the paper report to be filed as FCC Report 43-08, the ARMIS Operating Data Report.

B. General Instructions

1. See sections B and C on pages 1 and 2 of the Reporting Procedures for a discussion of the Confidential Version, the Public Version, and the Unrestricted Version of this report and for a definition and discussion of data items that are “Not Available,” “Withheld” or “Irretrievable.”
2. The paper report must be printed on 8 1/2 inch by 11 inch paper. For ease of preparation, an original may be produced on larger paper and reduced to this size for submission. Copies filed must be legible and permanent, in black ink. The report may be printed in portrait mode (8 1/2 inches across the top of the page) or landscape mode (11 inches across the top of the page). In portrait mode, the printing should not be smaller than 17 characters per inch and 8 lines per inch; in landscape mode, the printing should not be smaller than 15 characters per inch and 10 lines per inch.

C. Data Entry Conventions

1. If an entry is to be a subtraction, indicate so by placing a minus sign in the column immediately preceding the numeric data, e.g., use -4, **NOT** - 4 or (4).
2. Items that need not be reported because they do not apply are designated by N/A. If a “Public Version” report is filled, enter “W/H” in any numeric data field for which data is “Withheld”. If a filing carrier has a waiver applicable to a certain field, treat the data in that field as “Irretrievable” and enter “I/T”. Carriers must footnote the reason for that entry (including a cite to the waiver and a note as to its duration). **DO NOT** override N/As. Filing carriers are NOT permitted to enter additional designators. All other fields must be populated.
3. If a reporting carrier wishes to apply data to a field containing an N/A, the carrier must enter, as a footnote to the field, the amount(s) and an explanation. All other fields must be populated. If there are no data applicable to an open field, enter zero.

D. Rounding Conventions

1. To convert miles to kilometers, compute total miles, multiply by 1.6093, and then round to the nearest whole number.

2. Internal calculations should retain, where applicable, at least 4 decimal places of accuracy; compute totals and then round to the nearest whole number before applying weighting factors.
3. Round final results (in kilometers) to the nearest whole number, but report any non-zero entry that is less than 1 kilometer as 1 kilometer.
4. Round the number of equivalent telephone poles to the nearest whole number.
5. Round telephone calls and minutes to the nearest thousand, but report any non-zero entry that is less than 1 (thousand) as 1 (thousand).
6. Report all other amounts in actual units.

E. Footnotes

1. If any data for the current period differs materially from those for the previous period and the difference is not self-explanatory but was caused by unusual circumstances, the carrier must include footnote text to explain the specific circumstances. Certain items require accompanying footnotes and those items are specified in the appropriate section of the instructions for filing the 43-08. Such footnotes are mandatory and must be entered in the Footnote Records of the automated report.
2. If the reporting carrier does not follow the procedures described in the row and column instructions of the Report Definition, it must explain any deviations from those procedures in an explanatory footnote. Such footnotes must provide detailed explanations of the procedures actually used by the carrier and its specific reasons for deviating from the procedures prescribed. This provision should not be interpreted to mean that deviations from the prescribed procedures will automatically be approved by the Commission. See Section E of the Reporting Procedures for examples of valid footnotes.
3. Footnotes must be included in the footnote text record(s) of the automated report.

F. Errata

1. Carriers are under a legal obligation to correct any erroneous data discovered in FCC Report 43-08. Submissions containing corrected data must include references to indicate which data items were corrected since the previous submission. These references must be included in the Erratum Table of the paper report. In addition, carriers must include in the transmittal letter a brief statement indicating the reason for the errata. See Section B of the Reporting Procedures for use of submission numbers when an erratum occurs.

G. Data Validation Programs

1. Each reporting carrier must validate its data by using the most recent edit check program(s), provided by the Commission, for the reporting year. When an error is detected, the carrier must correct the error prior to submitting the report to the Commission. Once the carrier corrects its data so that the edit check program identifies no errors, the carrier should submit the ARMIS report along with a copy of the edit check printout to the Commission verifying that the program did not identify any errors.

H. Page Layouts

1. The page layout for this report is illustrated in the Form Section of the Report Definition.
2. The following note must appear at the bottom of all pages, where applicable. THE COMPANY HAS REQUESTED CONFIDENTIAL TREATMENT FOR SOME DATA ON THIS PAGE. SEE THE CONFIDENTIAL TREATMENT TABLE FOR SPECIFIC INFORMATION.
3. The Paper Report will consist of the following pages:

		<u>Illustrated in Paper Report Specs. on Page</u>
The Cover Page		34
<u>Table</u>		<u>Illustrated in Report Definition Form on Page</u>
Table I.A	Outside Plant Statistics - Cable & Wire Facilities	5 – 7
Table I.B	Outside Plant Statistics - Other	8 & 9
Table II	Switched Access Lines In Service By Technology	10 & 11
Table III	Access Lines In Service By Customer	12 & 13
Table IV	Telephone Calls	14

	<u>Illustrated in Paper Report Specs. on Page</u>
The Confidential Treatment Table (if reporting confidential data, as many pages as needed)	35
The Footnote Table (at least one page and as many pages as needed)	36
The Erratum Table (for submission number 2 or higher, as many pages as needed)	37
The Certification Page	38

FCC Report 43-08
xxxxxxxxxx Version
Submission x
COSA: XXXX

Approved by OMB
3060-0496
Edition Date: 12/1999
Estimated Avg. Burden Per Response: 160 Hrs

**FEDERAL COMMUNICATIONS COMMISSION
WASHINGTON, D.C. 20554**

ARMIS OPERATING DATA REPORT

For Year End ____

Account Filing Level (Class A or Class B):

Name of Company:

Address of Company:

FCC Report 43-08, the ARMIS Operating Data Report, is prescribed for each local exchange carrier (LEC) with annual operating revenues for the preceding year equal to or above the indexed revenue threshold. This report collects annual company level statistical data. The Operating Data Report specifies information requirements in a consistent format and is essential to the FCC to monitor network growth, usage, and reliability. Response is mandatory.

Public reporting burden for this collection of information is estimated to average 160 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden to the Federal Communications Commission, Office of Managing Director, Washington, D.C. 20554.

An agency may not conduct or sponsor and a person is not required to respond to a collection of information unless it displays a currently valid control number.

FCC REPORT 43-08
ARMIS OPERATING DATA REPORT

Approved by OMB
3060-0496
Edition Date: 12/1999

COMPANY: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
STUDY AREA: xxxxxxxxxxxxxxxxxxxxxxxxxxxx
PERIOD: From mmm yyyy to mmm yyyy
COSA: xxxx

xxxxxxxxxxxxx VERSION
SUBMISSION x
CONF. TREATMENT TABLE
PAGE 1 OF x

CONFIDENTIAL TREATMENT TABLE

Table	Row	Column(s)
-----	-----	-----
(a)	(b)	(c)
sample entries:		
I.A	240	C, R
I.B	240	ALL
II	ALL	CN

THE COMPANY HAS REQUESTED CONFIDENTIAL TREATMENT FOR THE ABOVE DATA IN THIS REPORT.

FCC REPORT 43-08
ARMIS OPERATING DATA REPORT

Approved by OMB
3060-0496
Ediont Date: 12/1999

COMPANY: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
STUDY AREA: xxxxxxxxxxxxxxxxxxxxxxxxxxxx
PERIOD: From mmm yyyy to mmm yyyy
COSA: xxxx

xxxxxxxxxxxxx VERSION
SUBMISSION x
FOOTNOTE TABLE
PAGE 1 OF x

FOOTNOTE TABLE

Table	Row	Col	FN#	Footnote
-----	---	---	---	-----
(a)	(b)	(c)	(d)	(e)

sample entries:

I.A	240	C	1	Footnote text for footnote 1 continuation text for footnote 1 last line of footnote 1
I.B	240	ALL	2	Footnote 2 pertains to all columns of Table I.B row 240
II	ALL	CN	3	Footnote 3 pertains to all rows of Table II column CN

REMINDER: Certain items in this report require accompanying mandatory footnotes and must be entered in the Footnote Table. Such items are those data fields designated as "Irretrievable".

FCC REPORT 43-08
ARMIS OPERATING DATA REPORT

Approved by OMB
3060-0496
Edition Date: 12/1999

COMPANY: xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
STUDY AREA: xxxxxxxxxxxxxxxxxxxxxxxxxxxx
PERIOD: From mmm yyyy to mmm yyyy
COSA: xxxx

xxxxxxxxxxxxx VERSION
SUBMISSION x
ERRATUM TABLE
PAGE 1 OF x

ERRATUM TABLE

Table	Row	Column(s)	FN#
-----	-----	-----	---
(a)	(b)	(c)	(d)

sample entries:

I.A	240	C , D	1
I.B	240	ALL	2
II	ALL	CN	3

THE ABOVE DATA HAVE BEEN CORRECTED IN THIS SUBMISSION.
SEE THE FOOTNOTE TABLE FOR FOOTNOTES WHERE APPLICABLE.

CERTIFICATION

I certify that I am an officer of _____;
that I have examined the foregoing report _____ and that to the best of my knowledge, information,
and belief, all statements of fact contained in this report are true and that said report is an accurate
statement of the affairs of the above named respondent in respect to the data set forth herein for the
period from _____ to _____.

PRINTED NAME

POSITION

SIGNATURE

DATE

(Persons making willful false statements in this report form can be punished by fine or imprisonment under the Communications Act, 47 U.S.C. 220(e).)

CONTACT PERSON

TELEPHONE NUMBER
